

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee of the Willmar City Council met on Tuesday, September 17, 2013, in Conference Room #1 at the City Office Building.

Present:	Steve Ahmann	Chair
	Denis Anderson	Member
	Ron Christianson	Member
	Audrey Nelsen	Council Member
	Charlene Stevens	City Administrator

Others present included Frank Yanish, Mayor; Bruce Deblieck, Council Member; Kevin Halliday, City Clerk; Steve Okins, Finance Director; Ken Warner, Willmar Lakes Area Chamber of Commerce; Beth Fischer, David Feist, Janet Demuth and Susan Steinert, Convention and Visitors Bureau; and David Little of the West Central Tribune.

Item No. 1 Call to Order

The meeting was called to order Council Member Christenson at 4:47 p.m.

Item No. 2 Public Comment

There were no public comments offered at the meeting.

Item No. 3 Council Planning Retreat.

Committee Members discussed what they hoped to accomplish with a planning retreat. Suggestions included holding the retreat offsite, a review of roles and responsibilities, review of the City Charter, additional training for Council Members, and a personality profile, such as the Meyers-Briggs assessment.

Chair Ahmann arrived at this point in the meeting.

Carl Neu was suggested as a facilitator. It was also suggested to try to hold the retreat in late October or November if possible.

Later in the meeting it was suggested that following the rollout of the Vision 2040 plan, it might be also appropriate to meet in January to consider a long-term plan for the City.

Staff was directed to return with additional information. This matter was for information only.

Item No. 4 Review of Contract for Convention and Visitors Bureau.

Chair Ahmann stated that he requested that the Convention and Visitors Bureau contract be placed on the agenda as a periodic review of contracts. Mr. Warner was invited to address the Committee regarding the history of the contract. Mr. Warner and City Clerk Halliday reviewed the contract between the City and Chamber of Commerce for the purposes of Convention and Visitors' services, as well as how the employees of the CVB are compensated. The CVB Executive Director's annual bonus, based on productivity goals set by the Chamber President, CVB Executive Committee and the CVB Executive

Director, were discussed. Ms. Fischer reviewed the various services provided by the CVB and some of the annual goals.

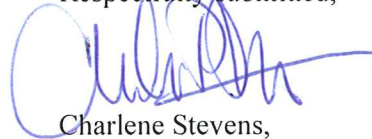
A few suggestions were made with regards to updating some language in the contract. This matter was for information only.

Item No. 5 Discussions of Goals and Objectives for City Administrator.

City Administrator Stevens reviewed a Memo dated September 16, 2013, outlining the goals and progress on the same to date based upon previous discussions with the City Council. After some discussion, it was suggested that the goals could be refined as the year went on, but that it was a good starting point. This matter was for information only.

There being no further business, the meeting was adjourned at 5:45 p.m. on a motion by Council Member Anderson, seconded by Council Member Christenson, and carried

Respectfully submitted,



Charlene Stevens,
City Administrator